



# CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, March 18, 2014 at 7:00 PM  
City Council Chambers, Room 202

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**1. APPROVAL OF RECORDS OF THE PREVIOUS MEETING**

**2. ASSIGNMENT OF THE MINUTES REVIEW FOR THE NEXT MEETING**

**3. COMMUNICATIONS FROM THE MAYOR**

NO SCHEDULE

**4. UTILITY HEARING(S) AND RELATED ORDER(S)**

4.1. Document 28, Petition from National Grid requesting pole location near 127 White st; Plan 12721270

4.1.1. Document 28-B, Order to grant pole location near 127 White st; Plan 12721270 Attachments

**5. APPOINTMENTS**

**5.1. Confirming Appointments:**

NO SCHEDULE

**5.2. Non-Confirming Appointments:**

NO SCHEDULE

**5.3. Resignations:**

NO SCHEDULE

**6. PETITIONS**

**6.1. Petitions:**

NO SCHEDULE

**6.2. Applications:**

NO SCHEDULE

**6.3. Annual License Renewals:**

6.3.1.1. **Hawker Peddlers License Renewals 2014:**

NO SCHEDULE

6.3.1.2. **Coin-Op License Renewals 2014:**

NO SCHEDULE

6.3.1.3. **Sunday Coin-Op License Renewals 2014:**

NO SCHEDULE



# CITY OF HAVERHILL CITY COUNCIL AGENDA

Tuesday, March 18, 2014 at 7:00 PM  
City Council Chambers, Room 202

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6.3.1.4.Drainlayer Renewals 2014:  
No SCHEDULE

7. HEARINGS AND RELATED ORDERS:

No SCHEDULE

8. MOTIONS AND ORDERS

8.1. Order appropriate \$380,000 from Free Cash & transfer to Veterans Expenses for Veteran Benefits

Attachment

8.2. Order authorize payment of bills of the previous years *and* further authorize payment from current year departmental appropriations as listed:

Northeast Fire System Inc      \$972.69      School Department      Attachment

8.3. Ordinances (File 10 Days)

9. UNFINISHED BUSINESS OF PRECEDING MEETINGS

9.1. Document 10-C, Communication from Mary Carrington, Human Resources Director, submitting *Memorandum of Agreement* and *Salary Ordinance* for Haverhill Superior Officer's Group Attachment

9.1.1. Document 11-C, Ordinance re: Salaries – Law Enforcement, Superior Officers  
Filed Mar 6 2014

Attachment

9.2 Document 12-H, Ordinance re: Parking – Delete Handicap Parking – 17 Arch av  
Filed Mar 6 2014

Attachment

10. COMMUNICATIONS AND REPORTS FROM CITY OFFICERS AND EMPLOYEES

10.1. Monthly Reports:

No SCHEDULE

10.2. Communications from Councillors:

10.2.1. Communication from President Michitson requesting to discuss violent crime in Haverhill

Attachment

10.2.2. Communication from Councillor Mary Ellen Daly O'Brien requesting a discussion regarding Winnekenni Park forest thinning project

Attachment



# **CITY OF HAVERHILL**

## **CITY COUNCIL AGENDA**

**Tuesday, March 18, 2014 at 7:00 PM**  
**City Council Chambers, Room 202**

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- 10.2.3. Communication from Councillor Ryan requesting a discussion regarding the Route 110 rest area that was re-opened last year Attachment

10.3. **Communications from City Employees:**

**NO SCHEDULE**

**11. Resolutions and Proclamations**

**NO SCHEDULE**

**12. COUNCIL COMMITTEE REPORTS AND ANNOUNCEMENTS**

12.1. **COUNCIL COMMITTEE REPORTS**

**NO SCHEDULE**

12.1.1. **DOCUMENTS REFERRED TO COMMITTEE STUDY**

**NO SCHEDULE**

**13. ADJOURN**

Hearing March 18

Questions contact – Tim Williamson 508-935-1650

**PETITION FOR POLE AND WIRE LOCATIONS**

North Andover, Massachusetts

4.1

To the City Council  
Of Haverhill Massachusetts

NATIONAL GRID requests permission to locate poles, wires, and fixtures, including the necessary sustaining and protecting fixtures, along and across the following public way:

White St- Install one solely owned pole #13.5 near 127 White St, location begins at a point approximately 60 feet west of the centerline of the intersection of White St and Portland St. Location approximately as shown on plan attached

Wherefore it prays that after due notice and hearing as provided by law, it be granted a location for and permission to erect and maintain poles and wires, together with such sustaining and protecting fixtures as it may find necessary, said poles to be erected substantially in accordance with the plan filed herewith marked – White St- Haverhill Massachusetts

**12721270** February 10, 2014

Also for permission to lay and maintain underground laterals, cables, and wires in the above or intersecting public ways for the purpose of making connections with such poles and buildings as each of said petitioners may desire for distributing purposes.

Your petitioner agrees to reserve space for one cross-arm at a suitable point on each of said poles for the fire, police, telephone, and telegraph signal wires belonging to the municipality and used by it exclusively for municipal purposes.

IN CITY COUNCIL: February 25 2014  
VOTED; that COUNCIL HEARING BE HELD  
MARCH 18 2014

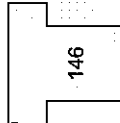
Attest:

NATIONAL GRID  
BY Chris RADWIN  
Engineering Department

\_\_\_\_\_  
City Clerk

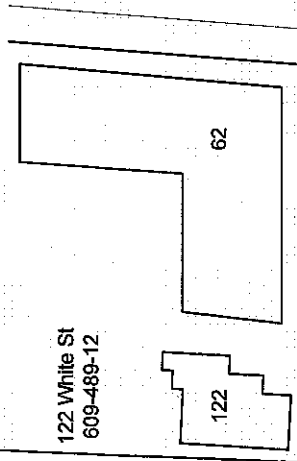


146 White St  
609-488-10



Portland St

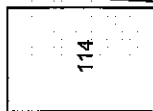
62 Portland St  
609-489-10



122 White St  
609-489-12

Auburn St

114 White St  
609-486-1

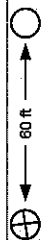


White St

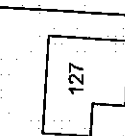
White St

P.14

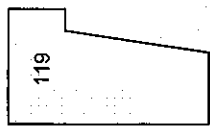
P.13 1/2



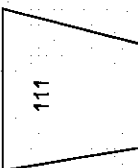
Portland St



127 White St  
109-21-11

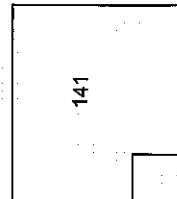


119 White St  
109-21-10



111 White St  
109-21-9A

141



141 White St  
109-20-17

**nationalgrid**

**WhiteSt, Haverhill, MA 01830**

Sketch to accompany petition for the installation  
of one solely owned pole, P.13 1/2, near  
127 White St, Haverhill, MA 01830.

**WR# 12721270**

**5/12/2012**

**Drawn By:**  
Tim Williamson

**Legend**



**Proposed Pole**



**Existing Pole**

Questions contact -- Tim Williamson-508-935-1650

**ORDER FOR POLE AND WIRE LOCATIONS**

In the City of Haverhill Massachusetts

Notice having been given and public hearing held, as provided by law,  
**IT IS HEREBY ORDERED:**

that NATIONAL GRID and be and it is hereby granted a location for and permission to erect and maintain poles and wires to be placed thereon, together with such sustaining and protecting fixtures as said Company may deem necessary, in the public way or ways hereinafter referred to, as requested in petition of said Company dated the 10th day of February 2014.

All construction under this order shall be in accordance with the following conditions:

Poles shall be of sound timber, and reasonable straight, and shall be set substantially at the points indicated upon the plan marked -- White St-Haverhill Massachusetts.

12721270 Dated: February 10, 2014. Filed with this order

There may be attached to said poles such wires, cables, and fixtures as needed in their business and all of said wires and cables shall be placed at a height of not less than twenty (20) feet from the ground.

The following are the public ways or part of ways along which the poles above referred to may be erected, and the number of poles which may be erected thereon under this order:

White St- Install one solely owned pole #13.5 near 127 White St, location begins at a point approximately 60 feet west of the centerline of the intersection of White St and Portland St.

I hereby certify that the foregoing order was adopted at a meeting of the City Council of the City/Town of \_\_\_\_\_, Massachusetts held on the \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_.

Massachusetts

City/Town Clerk.

20 \_\_\_\_\_.

Received and entered in the records of location orders of the City/Town of  
Book \_\_\_\_\_ Page \_\_\_\_\_

Attest:

City/Town Clerk

For Hearing March 18 2014

28-3

4.1.1



Document

CITY OF HAVERHILL

In Municipal Council

Ordered:

That \$380,000 be appropriated from Free Cash and transferred to Veterans Expenses for veteran benefits.

8.1

Department Expenses

Fiscal Year: 2013-2014

☐ Subtotal by Collapse Mask

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

From Date: 3/1/2014

To Date: 3/31/2014

Account Number	Description	GL Budget	Range To Date	YTD	Balance	Encumbrance	Budget Balance	% Bud
1010000.1.0543.5110.000.00.00	Veterans-Salaries & Wages	\$48,818.78	\$1,877.66	\$35,656.21	\$13,162.57	\$0.00	\$13,162.57	26.96%
1010000.1.0543.5151.000.00.00	Veterans-Longevity	\$1,400.00	\$0.00	\$1,400.00	\$0.00	\$0.00	\$0.00	0.00%
1010000.1.0543.5340.000.00.00	Veterans-Communications	\$500.00	\$0.00	\$190.60	\$309.40	\$0.00	\$309.40	61.88%
1010000.1.0543.5390.000.00.00	Veterans Grave Reg	\$700.00	\$0.00	\$408.31	\$291.69	\$350.02	(\$58.33)	-8.33%
1010000.1.0543.5392.000.00.00	Veterans-Cash Payments	\$721,000.00	\$97,826.31	\$806,318.78	(\$85,318.78)	\$0.00	(\$85,318.78)	-11.83%
1010000.1.0543.5393.000.00.00	Veterans-Mem Day Parade	\$2,700.00	\$0.00	\$0.00	\$2,700.00	\$0.00	\$2,700.00	100.00%
1010000.1.0543.5394.000.00.00	Veterans-Pearl Harbor Day Para	\$500.00	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	0.00%
1010000.1.0543.5395.000.00.00	Veterans Day Parade	\$2,350.00	\$0.00	\$2,350.00	\$0.00	\$0.00	\$0.00	0.00%
1010000.1.0543.5401.000.00.00	Veterans-Burial	\$12,000.00	\$0.00	\$5,937.45	\$6,062.55	\$0.00	\$6,062.55	50.52%
1010000.1.0543.5420.000.00.00	Veterans-Office Supplies	\$1,788.00	\$0.00	\$867.12	\$920.88	\$0.00	\$920.88	51.50%
1010000.1.0543.5426.000.00.00	Veterans-Flag Account	\$6,312.00	\$0.00	\$1,302.36	\$5,009.64	\$0.00	\$5,009.64	79.37%
1010000.1.0543.5780.000.00.00	Veteran Director/Agent Expense	\$1,500.00	\$446.16	\$872.34	\$627.66	\$0.00	\$627.66	41.84%
	DeptFunc: Veterans - 0543	\$799,568.78	\$100,150.13	\$855,803.17	(\$56,234.39)	\$350.02	(\$56,584.41)	-7.08%





JAMES J. FIORENTINI  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

March 14, 2014

Council President John A. Michitson and  
Members of the Haverhill City Council

**RE: Transfer Order**

Dear Mr. President and Members of the Haverhill City Council:

Enclosed please find a transfer order to transfer the amount of \$380,000 from Free Cash to Veterans Expenses for veteran benefits.

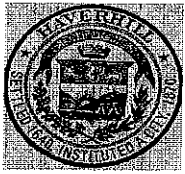
The Order is enclosed and I recommend approval.

Very truly yours,

James J. Fiorentini  
Mayor

JJF/ah

Encl.



Document

CITY OF HAVERHILL

In Municipal Council

8.2

Ordered:

That in accordance with General Laws, Chapter 44, Section 64, authorize the payment of bill(s) of the previous years and to further authorize the payment from current year departmental appropriations as listed below:

<u>Vendor</u>	<u>Amount</u>	<u>Account</u>
Northeast Fire System Inc	\$ 972.69	School Department



18 Mountain Ave  
Malden, MA 02148

MA License: 265C

Phone # 781-324-6337

Fax #

781-322-6299

Date	Invoice #
6/17/2013	4945

Job

Bill To
City of Haverhill Facilities Dept. 4 Summer Street Haverhill, MA 01830

Rep	Terms	P.O. No.
	Net 30	BILL EVANS

Quantity	Description
	<p>SERVICE ADDRESS: Haverhill High School 137 Monument Street - Haverhill, MA</p> <p>1 Addressable Monitor Module w/flashscan</p> <p>4 Labor charge - Prevailing Wage Tiago 6/17/13</p> <p>4 Labor charge - Prevailing Wage Rob 6/17/13</p> <p>Troubleshoot beam detector in weight room. Trouble mismatched equipment tamper module N3L2M3. Supplied and replace the tamper module and realigned the beam detector. Work complete.</p>

**PAID**  
FEB 28 2014

BY: .....

Sales Tax (0.0%)	\$0.00
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		Total	\$972.69
		Payments/Credits	\$0.00
		Balance Due	\$972.69



JAMES J. FIORENTINI  
MAYOR

**CITY OF HAVERHILL  
MASSACHUSETTS**

CITY HALL, ROOM 100  
FOUR SUMMER STREET  
HAVERHILL, MA 01830  
PHONE 978-374-2300  
FAX 978-373-7544  
MAYOR@CITYOFHAVERHILL.COM  
WWW.CI.HAVERHILL.MA.US

March 14, 2014

Council President John A. Michitson and  
Members of the Haverhill City Council

**RE: Transfer Order**

Dear Mr. President and Members of the Haverhill City Council:

Enclosed please authorize the amount of \$972.69 from School Department for payment of invoice to Northeast Fire System Inc., for work performed on 6/17/2013.

The Order is enclosed and I recommend approval.

Very truly yours,

James J. Fiorentini  
Mayor

JJF/ah

Encl.

# Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Mary Carrington, HR Director – [mcarrington@cityofhaverhill.com](mailto:mcarrington@cityofhaverhill.com)

Denise McClanahan, HR Technician – [dmcclanahan@cityofhaverhill.com](mailto:dmcclanahan@cityofhaverhill.com)



TO: Mayor James J. Fiorentini

FROM: Mary Carrington, Human Resources Director

DATE: February 25, 2014

RE: Salary Ordinance & MOA submission

Attached please find the ordinance and Memorandum of Agreement for the Haverhill Superior Officer's Group as a result of their recent negotiations. As requested by City Solicitor William D. Cox, Jr., please submit these documents to tonight's Haverhill City Council meeting for action.

MC/dlm

Memorandum of Agreement  
between  
City of Haverhill (the City)  
and  
The Superior Officers Group (the Union)

This Memorandum of Agreement is subject to ratification by the membership of the Union, and funding by the Haverhill City Council as required by law. For purposes of further negotiations and/or impasse procedures, this Memorandum shall be considered off-the-record until such ratification and funding occur. Failing such ratification or funding, both parties will be free to revert to their on-the-record positions, and this Agreement will not be admissible in any proceeding between the parties.

Upon approval of this Memorandum by the Mayor and the Union's negotiating team the parties shall jointly request that the arbitration hearing scheduled for March 5, 2014 be postponed.

1. Duration. This Memorandum sets forth the material terms of two agreements between the parties. The first agreement will cover the two-year period between July 1, 2012 through June 30, 2014. The second agreement will cover the two-year period between July 1, 2014 and June 30, 2016. There shall be one Union ratification vote covering the two agreements, and one vote of the City Council to appropriate necessary funds in accordance with M.G.L. c. 150E, §7(b).

The 2012-2014 Agreement.

2. Salaries. Under Article XXIII, Section 1 salaries shall be increased as follows:

Retroactive to July 1, 2012 ... 1.5%

Retroactive to July 1, 2013 ... 1.5%

3. Special One-Time Wage Adjustment. Whereas the parties wish to correct any inequities which may have resulted from the differences in salary increases granted to patrol officers in the period of July 1, 2008 – June 30, 2012 and awarded to fire fighters in the so-called Katz award in 2012, the parties agree to grant the Superior Officers a 4.75% pay increase payable as follows:

- 2.50% retroactive to July 1, 2013; and
- 2.25% effective in the last full payroll period of June, 2014

4. Educational Incentive Pay. Continue in effect the provisions of Article XXIX, sections A-E and add the following section:

F. The phase-out provided in other sections of this Article is modified to provide an annual educational stipend of eight-thousand five-hundred dollars (\$8,500.00) only to officers who meet the following criteria:

(1) Three sergeants who have been promoted into this bargaining unit as of the date of ratification of this agreement who have a bachelor's degree or better in an accredited criminal justice program (including a law degree); or

(2) Future promotees into this bargaining unit who were receiving the 20% payment for a Baccalaureate degree or 25% payment for a Master's degree in law enforcement (or for a degree in law) from an accredited institution as of February 19, 2014, the date of acceptance of this Agreement.

It is understood that the annual payments for the three sergeants referred to in sub-section (1) above shall commence in November, 2014.

It is understood that the stipends under this section and section D are not included in base pay for any purpose.

5. Drug and Alcohol Testing. The City and Union agree to add a new Article to the agreement modelled on the Bedford police drug testing policy (attached), with the addition of anabolic steroids as a prohibited substance. This agreement does not alter the obligation to follow Rule 114 of the Haverhill Police Rules and Regulations Manual.

6. Injured/Sick Leave/Light Duty. The parties agree to amend Article XVIII - Injury Leave to read as per Article 15 of the 2012-2014 Labor Agreement between the City of Haverhill and Haverhill Police Patrolmen's Association. See Attachment B. It is understood that in Fiscal Year 2014 the stipend payment provided in the last paragraph of that article shall be made within sixty (60) days after the funding of this Agreement.

7. Sick Leave Buy Back. Add to Article XXXI, as section (d), the following:

The City and Union agree that all employees hired on or after July 1, 2014 shall be considered ineligible for Sick time "buy back". Those bargaining unit members who are on the active payroll of the Haverhill Police Department on June 30, 2014 shall be eligible for Sick Time "buy back" and shall continue to be entitled to such benefits. Any Police Officer who was employed by the Department on June 30, 2014 and is subsequently promoted to a Superior Officer position shall remain eligible for sick leave buy back benefits as a Superior Officer.

8. Detective Supervisor Pay. Effective in the week following City Council funding of this Agreement, Detective Supervisor Pay shall be increased to fifty dollars (\$50.00) per week. It is understood that detective supervisors on call shall not receive any time due for any time so assigned as on call.

9. AVL (Automatic Vehicle Locators). The City and Union agree to the use of the AVL system in all police units that contain a mobile data terminal. Additionally, the City and



Union agree that the AVL system will be added to all other vehicles used by bargaining unit members when technology "acceptable" to the Chief of Police and the Union becomes available.

10. License To Carry - Add to the last paragraph of Article XXVIII, Miscellaneous, the following:

Any police officer hired after July 1, 2012 who becomes a member of this bargaining unit shall be required to maintain, as a condition of employment, a valid Massachusetts License To Carry under the provisions of M.G.L. c. 140, §131ff.

11. Biweekly Payroll. Upon acceptance of biweekly pay by the two other public safety unions, including by any interest arbitration award, employees in this unit shall be paid on a biweekly basis. The City shall provide employees no less than 90 days' notice of same.

The 2014-2016 Agreement.

12. All other terms of the 2012-2014 agreement shall be continued in effect for a two-year period from July 1, 2014 through June 30, 2016, with the exception that the following wage increases in Article XXIII, Section 1 shall be granted:

- Effective July 1, 2014 ... 1.25%
- Effective July 1, 2015 ... 1.25%

Dated: February 20, 2014

HAVERHILL SUPERIOR OFFICERS

Lt Rolaf Ristone President  
Lt [Signature]  
Sgt [Signature]

CITY OF HAVERHILL,  
By its Mayor

[Signature]  
James J. Fiorentini

Approved as to legality:

[Signature]  
City Solicitor

# ATTACHMENT A

**Article 36  
DRUG/ALCOHOL POLICY**

**A. PURPOSE**

The Town and the Union recognize that Police Officer is a safety sensitive position, and that the Bedford Police Department must remain drug and alcohol free in order to accomplish its vital public safety mission. Police personnel impaired by drugs or alcohol create an unreasonable danger to their fellow officers, and to the public. In addition, drug and alcohol abuse impairs the health, well-being and productivity of the police department and its members.

**B. PROHIBITED CONDUCT**

1. The following conduct shall constitute an offense under this Article.
  - a. The use, transfer, manufacture, sale or unauthorized possession of any illegal drug when not related to the lawful performance of police duties.
  - b. The use or unauthorized possession of alcohol during working hours, or while using Town vehicles or facilities, and when not related to the lawful performance of police duties.
  - c. Driving under the influence of alcohol or drugs.
  - d. Reporting to work with the metabolite of an illegal drug in the blood, with a blood alcohol level above 0.02, or impaired by drugs or alcohol.
2. Any employee who is arrested for or convicted of a drug-related offense or driving while intoxicated must notify the Chief within 24 hours or prior to reporting to duty whichever is shorter, irrespective of whether the conduct occurred during working time.

**C. PROHIBITED DRUGS**

For the purposes of this Article, prohibited drugs include all substances included in Schedules I through III of the Controlled Substances Act (21 U.S.C. §812). Included among these drugs are marijuana, cocaine, opiates, phenylephrine (RGP), amphetamines and methamphetamines. Possession of a controlled substance without a doctor's prescription or other legal authorization violates this Article and may be illegal.

An employee who is taking a controlled substance under a valid prescription should check with his or her physician to ensure that the medication will not interfere with the employee's ability to work safely and efficiently. Any questions or doubts should be raised with the Chief. Abuse of validly obtained prescription drugs will be treated in the same manner as abuse of alcohol. Abuse of prescription drugs in all other cases will be treated as abuse of illegal drugs.

**D. DRUG AND ALCOHOL TESTING**

1. Employees are required to submit to drug and/or alcohol testing in the following situations:
  - a. **New Hires:**  
Each new employee will submit to a drug test shortly after his or her date of hire.
  - b. **Reasonable Suspicion:**  
When the Town has reasonable suspicion that an employee has reported to work or is working while impaired by drugs or alcohol, or has used illegal drugs, the Town will direct the employee to report for a drug and/or alcohol test.
  - c. **Post-Incident:**  
Any employees involved in an accident on the job or an incident involving an unsafe practice or violation of a safety rule, standard or policy, resulting in serious injury or serious property damage, may be directed by the Town to submit to a drug and/or alcohol test.

d. Follow-up Testing:

An employee who has violated the drug and alcohol policy, but has not been discharged, may be required to submit to follow-up testing as a condition of his or her continued employment. A program of follow-up testing will be set forth in writing and will generally continue for a period of no longer than 2 years. If the follow-up testing period continues for longer than 2 years, it must be a component of a rehabilitation program. During a follow-up testing period, an employee will be subject to a reasonable number of unannounced tests for drugs and/or alcohol.

e. Failure to Submit to Testing:

A failure or refusal to submit to testing as outlined above, or refusal to cooperate with the testing laboratory, shall be treated as a positive test. This provision shall not apply in situations where the Town determines the failure to submit to testing was through no fault of the employee.

2. Alcohol Testing Procedures:

The Town will direct the employee to report to the testing laboratory for a blood or breathalyzer test. In the case of a blood test, blood will be drawn only by a qualified medical professional, in accordance with accepted medical standards. A breathalyzer test will be administered by a qualified operator. If administered by Bedford police personnel, it would be administered by an officer preferably superior but at least equal in rank, and may be administered on the premises of the Town (e.g., by the Bedford Police Department, or other law enforcement agency). The employee's blood alcohol level shall be reported to the Town immediately.

3. Drug Testing Procedures:

a. Collection:

An employee subject to drug testing will be directed in writing to report at a specified time to the testing laboratory certified by the U.S. Department of Health and Human Services. Collection of a urine sample will be supervised by qualified medical personnel, in accordance with the procedures established by the testing laboratory. The sample will be properly sealed and labeled, in the employee's presence, to avoid contamination, tampering or confusion of samples. Employees reporting for a drug test should be prepared to produce picture identification. If an employee has taken any prescription drugs, or has any other reason to believe that the test will result in a false positive the employee must inform the testing laboratory before taking the test. When a sample is taken it is split, in accordance with the testing laboratory's standard procedure. One sample is tested and the other is preserved. The employee has a right to have the second sample sent to a different lab for testing.

b. Processing:

Urine samples will be screened initially by an immunoassay or industry-standard screening test approved by the Department of Health & Human Services, with positive results confirmed by Gas Chromatography/Mass Spectrometry or an industry-standard confirmatory test approved by the Department of Health & Human Services. Testing will be performed in accordance with federal government standards, under the supervision of qualified medical and laboratory personnel employed by the testing laboratory. The laboratory will test all samples for the presence of marijuana, cocaine, opiates, phenylclidine (PCP), and amphetamines/methamphetamines.

c. Reporting of Results:

The results of a drug or alcohol test will be reported verbally and in writing to the Chief or the person he designates to receive those results. The testing laboratory will reveal to the designated official only whether the employee has received a result of negative for drugs or

positive for drugs. The results of the drug test will be maintained in the strictest confidence by the Town and will not be disseminated except on a "need to know" basis.

**Positive Results.** Before a positive test is reported to the Town by the testing laboratory, the doctor who interprets the results ("Medical Review Officer") will consider whether the positive test result was caused by legal drug use (pursuant to a validly obtained prescription). The Medical Review Officer shall require that the employee produce any necessary written proof, and the employee shall authorize the Medical Review Officer to obtain further information from his or her health care providers. If the Medical Review Officer determines that the employee's explanation is medically corroborated by the test results (e.g., the substance identified in the test is contained in the prescribed drug) then the test will be reported to the Town as "negative". The laboratory will not provide to the Town any information it learns concerning prescription drugs that the employee is taking pursuant to a validly obtained prescription. If the Medical Review Officer is unable to obtain the employee's cooperation in order to make this determination, the positive result will be reported to the employer.

d. **The Testing Laboratory:**

The testing laboratory shall be selected by the Town, and shall be certified by the U.S. Department of Health and Human Services. The Town will notify the Union of the laboratory selected.

e. **Chain of Custody:**

The parties understand that the testing lab will follow procedures designed to maintain the chain of custody of samples and thereby ensure the integrity of the samples.

4. **Overtime:**

Off-duty employees directed to be tested by the Town under Sections D.1.b. and D.1.c. above shall be paid overtime in accordance with the provisions of Article 11 of this Agreement.

**E. SEARCHES**

The Town has the right to search for alcohol or drugs on Town owned or controlled premises, including in desks, toolboxes, Town vehicles, lockers, or in other containers on the premises that may conceal substances prohibited by this policy. During any such search one or more union members may be present.

**F. ENFORCEMENT**

1. Any employee who violates this Article will ordinarily be subject to discipline up to and including discharge. In such a case, the employee's continued employment may be subject to certain conditions, which may include participation in a rehabilitation program and/or follow-up drug and alcohol testing.

2. In the case of the first offense involving the abuse of alcohol or validly obtained prescription drugs, the Town may take disciplinary action exclusive of discharge. In order to qualify for this safe harbor for the first offense, the employee shall be required to meet the following conditions:

- a. The employee will be screened and evaluated for substance abuse by a substance abuse professional ("SAP") designated by the Town.
- b. The SAP will provide the results of the above screening and evaluation to the employee and to the Town, along with the SAP's recommendations for treatment. The employee shall take any necessary steps to release the SAP to communicate and share information with the Town.

- c. The recommended treatment plan will be set forth in writing, and shall include reasonable number of follow-up tests within a set period of time, based upon the recommendation of the SAP. The employee shall be required to abide by all aspects of the treatment plan, provided that any such requirements do not contradict any other aspect of this policy.
  - d. The employee shall bear the responsibility for the cost of the evaluation and any treatment recommended, to the extent it is not covered by health insurance. Any leave required for the purpose of attending treatment, or due to the employee's incapacity to perform the essential functions of the job, shall be unpaid. However, unpaid leave may be covered by accrued paid leave to the extent permitted by the Town's Family and Medical Leave Policy, except where the leave runs concurrently with a disciplinary suspension.
  - e. Failure to abide by the conditions herein, or the treatment plan, or any subsequent violation of this Article, shall subject the employee to discipline up to and including discharge.
3. The provisions set forth in section 2a-e above shall be available to first offenses involving use of other drugs only in cases where the employee voluntarily seeks substance abuse treatment, and reports this in writing to the Chief prior to being identified as being in violation of this policy through other means.

#### G. EMPLOYEE ASSISTANCE PROGRAM

Any Town employee may receive assistance with treatment of a drug or alcohol dependency problem through the employee assistance program ("EAP"). Employees may voluntarily request such help or the Town may require participation in the EAP as a condition of continued employment. An employee's participation in the EAP is treated confidentially. Participation in any program or treatment through the EAP will not be disclosed to the Town without the participant's written permission. In cases where participation in the EAP is required as a condition of employment, the employee will be required to permit the Town to be informed only whether the employee is participating as required (i.e., keeping scheduled appointments). The foregoing confidentiality provision shall not prevent the Town from receiving the results of any testing specified under Section D above.

# ATTACHMENT B

## **15 INJURY LEAVE**

Members of the Police Department who are injured in the line of duty shall receive full pay while their incapacity exists, or until the date of their disability retirement. All as set out in the Massachusetts General Laws. All injuries and recurrences of injuries shall be reported as required by the City of Haverhill's policy titled "Reporting a Work-Related Injury". The rights of the parties that are set forth in this Agreement shall be supplemental to those which now exist in the Ordinances of the City of Haverhill and the General Laws of the Commonwealth of Massachusetts, more specifically, Chapter 41 thereof.

Upon the reporting of on-duty injury or the recurrence of a prior injury, the employee shall submit to a physical/mental health examination as directed by the Chief of Police at the City's expense, and shall provide all relevant medical records. An employee who has been directed to an occupational health examination shall appear for said appointment. An employee on injured leave may be required to submit to a physical/mental health examination at any time, as directed by the Chief of Police, relative to the injury for which the employee is on leave and shall provide all relevant medical records.

**Injured/Sick Leave – Light Duty:** An employee on injured leave as a result of an on-duty injury may, at the City's option, be required to return to perform those police functions that a medical doctor certifies that the employee could perform without aggravating the injury. An employee using sick leave time because of an injury may, at his/her option, return to work to perform whatever police function a doctor certifies that the employee can do without aggravating his/her injury.

The doctor shall be a doctor proposed by the City and agreed upon by the Association. The Association shall respond to the proposal of the City as to a doctor within three calendar days, otherwise, the City's proposed doctor shall be deemed to be accepted.

An employee who is injured On-duty, who returns to work on light duty status, which is to perform whatever police function a doctor certifies that the employee can do without aggravating his/her injury, may consent to be temporarily re-assigned to another shift than his/her current assigned shift, if the Chief of Police and the Officer both consent to the temporary shift change. An employee who is injured Off-duty, who returns to work on light duty status, which is to perform whatever police function a doctor certifies that the employee can do without aggravating his/her injury, may be temporarily re-assigned to another shift than his/her current assigned shift, at the discretion of the Chief of Police.

Officers that consent or are otherwise assigned to the temporary shift change, who are reassigned from Early-nights or Mid-nights to Days will not lose the 10% night shift differential. Also, Officers that consent or are otherwise assigned to the temporary shift change, who are reassigned from Days to Early-nights or Mid-nights will continue to receive the 10% night shift differential.

The Association agrees to the immediate implementation of these revised policies and that these policies shall apply to all employees upon the granting of injured duty leave or the commencement of sick leave without any waiting period. In consideration the City shall pay annually to each employee covered by this agreement a stipend of \$300.00, to be payable the first week of February of each year commencing February 2014.



**Rule 110 Meals:**

Members of the Police Department shall be permitted to suspend patrol or other assigned activity, subject to immediate call at all times, for the purpose of having meals during their tour of duty. Meal periods shall be taken within the city, subject to modification by a supervisor. Meals shall be eaten with reasonable dispatch, allowing a maximum time of thirty (30) minutes. Members may suspend their police duty for one fifteen (15) minute coffee break during the four (4) hour period prior to their meal break and one fifteen (15) minute coffee break after their meal. Coffee breaks will not be taken in conjunction with meal breaks and must be taken within the city limits. No more than two (2) marked vehicles (maximum three officers) may take their break at the same location and time. This may be suspended or modified at any time by the supervisor for a specific reason. Uniformed members who take meal and coffee breaks may do so only after clearance through dispatch. In the event of an emergency they may be required to suspend or forgo their breaks and/or meals. Civilian employees will receive a (60) sixty-minute meal break.

**Rule 111 Unsatisfactory Performance – Sworn Officers:**

Officers shall maintain sufficient competency to properly perform their duties and assume the responsibility of their positions. Officers shall perform their duties in a manner that will maintain the highest standards of efficiency in carrying out the functions and objectives of the Department. Unsatisfactory performance may be demonstrated by a lack of knowledge of the application of laws required to be enforced; an unwillingness or inability to perform assigned tasks; the failure to conform to work standards established for the officer's rank, grade, or position; the failure to take appropriate action on the occasion of a crime, disorder, or other condition deserving police attention; or absence without leave. In addition to other indicators of unsatisfactory performance, the following will be considered prima facie evidence of unsatisfactory performance: a written record of repeated infractions of rules, regulations, directives or orders of the Department.

**Rule 112 Unsatisfactory Performance – Civilian Members:**

Civilian members of the Police Department shall maintain sufficient competency to properly perform their duties and assume the responsibility of their positions. Civilian members shall perform their duties in a manner, which will maintain the highest standards of efficiency in carrying out the functions and objectives of the Department. Unsatisfactory performance may be demonstrated by a lack of knowledge of Department policy and procedures; an unwillingness or inability to perform assigned tasks; the failure to conform to work standards established for the civilian member's or position; the failure to take appropriate action within the responsibilities of the civilian member's assignment; or absence without leave. In addition to other indicators of unsatisfactory performance, the following will be considered prima fascia evidence of unsatisfactory performance: a written record of repeated infractions of rules, regulations, directives or orders of the Department.

**Rule 113 Alcoholic Beverages and Drugs in Police Facility:**

Members of the Police Department shall not store or bring into the police facility or vehicle alcoholic beverages, controlled substances, narcotics, or hallucinogens, except alcoholic beverages, controlled substances, narcotics, or hallucinogens that are to be submitted into evidence for safekeeping, or for disposal.

**Rule 114 Possession and Use of Drugs:**

Members of the Department shall not use any controlled substances, narcotics, or hallucinogens that could affect or impair their ability to function in their job, except when prescribed in the treatment of members by a physician or dentist. Members of the Department shall not possess any controlled substance, narcotics, or hallucinogens except when prescribed in the treatment of members by a physician, dentist, or in the performance of official police duties. When any controlled substance, narcotics, or hallucinogens are prescribed, members shall notify their superior officer. An Employee Assistance program may be administered through the office of the Chief of Police, when there is an indication of any drug dependency.



DOCUMENT 11-C

## CITY OF HAVERHILL

In Municipal Council February 25 2014

### ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LAW ENFORCEMENT  
SUPERIOR OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 40 of 2011 is hereby deleted and replaced with the following:

### Amend ARTICLE XXIII by the following:

#### 1.5% Effective 7/1/12

	Start	Year 1	Year 2
Captain	\$1,306.92	\$1,382.30	\$1,429.57
Lieutenant	\$1,191.05	\$1,259.30	\$1,302.13
Sergeant	\$1,108.92	\$1,172.11	\$1,211.81

#### 1.5% Effective 7/1/13

	Start	Year 1	Year 2
Captain	\$1,326.53	\$1,403.03	\$1,451.01
Lieutenant	\$1,208.92	\$1,278.19	\$1,321.67
Sergeant	\$1,125.55	\$1,189.69	\$1,229.99

#### 2.5% Retro back to 7/1/13

	Start	Year 1	Year 2
Captain	\$1,359.69	\$1,438.11	\$1,487.29
Lieutenant	\$1,239.14	\$1,310.14	\$1,354.71
Sergeant	\$1,153.69	\$1,219.44	\$1,260.74

#### 2.25% Effective last full payroll period of June 2014

	Start	Year 1	Year 2
Captain	\$1,390.28	\$1,470.47	\$1,520.75
Lieutenant	\$1,267.02	\$1,339.62	\$1,385.19
Sergeant	\$1,179.65	\$1,246.87	\$1,289.10

#### 1.25% Effective 7/1/14

	Start	Year 1	Year 2
Captain	\$1,407.66	\$1,488.85	\$1,539.76
Lieutenant	\$1,282.86	\$1,356.37	\$1,402.50
Sergeant	\$1,194.39	\$1,262.46	\$1,305.22



## CITY OF HAVERHILL

1.25% Effective 7/1/15

	Start	Year 1	Year 2
Captain	\$1,425.26	\$1,507.46	\$1,559.01
Lieutenant	\$1,298.89	\$1,373.32	\$1,420.03
Sergeant	\$1,209.32	\$1,278.24	\$1,321.53

**Add the following section to ARTICLE XXIX:**

F. The phase-out provided in other sections of this Article is modified to provide an annual educational stipend of eight-thousand five-hundred dollars (\$8,500.00) only to officers who meet the following criteria:

- (1) Three sergeants who have been promoted into this bargaining unit as of the date of ratification of this agreement who have a bachelor's degree or better in an accredited criminal justice program (including a law degree); or
- (2) Future promotees into this bargaining unit who were receiving the 20% payment for a Baccalaureat degree or 25% payment for a Master's degree in law enforcement (or for a degree in law) from an accredited institution as of February 19, 2014, the date of acceptance of this Agreement.

It is understood that the annual payments for the three sergeants referred to in sub-section (1) above shall commence in November, 2014.

It is understood that the stipends under this section and section D are not included in base pay for any purpose.

**Amend ARTICLE XVIII - Injury Leave by adding the following:**

Add "Attachment B". In consideration, the City shall pay annually to each employee covered by this agreement a stipend of \$300. It is understood that in Fiscal Year 2014 the stipend payment provided in the last paragraph of Attachment B shall be made within sixty (60) days after the funding of this Agreement.

**Amend ARTICLE XXIII by adding the following:**

Effective in the week following City Council funding of this agreement - Detective Supervisor Pay shall be increased to fifty dollars (\$50.00) per week.

Approved as to legality:

\_\_\_\_\_  
City Solicitor

PLACED ON FILE for at least 10 days

Attest:

\_\_\_\_\_  
City Clerk



DOCUMENT 40

## CITY OF HAVERHILL

In Municipal Council May 3 2011

### ORDERED:

MUNICIPAL ORDINANCE  
AN ORDINANCE RELATING TO SALARIES

CHAPTER  
LAW ENFORCEMENT  
SUPERIOR OFFICERS

BE IT ORDAINED by the City Council of the City of Haverhill that Document 63-C of 2006 is hereby amended as follows:

EFFECTIVE 7/1/2008 0%  
EFFECTIVE 7/1/2009 0%  
EFFECTIVE 7/1/2010 0%

EFFECTIVE 7/1/2011 2%	Start	Year 1	Year 2
Captain	\$1,287.61	\$1,361.87	\$1,408.44
Lieutenant	\$1,173.45	\$1,240.69	\$1,282.89
Sergeant	\$1,092.53	\$1,154.79	\$1,193.90

Delete current ARTICLE XV - CLOTHING language and in its place insert the following:

#### Article XV - CLOTHING

Each member of this Union will be responsible for the purchase of Chevrons, Gold Braid, Brass and all other uniform markings that have to be applied to the uniform to differentiate the Superior Officers' uniforms. It is hereby specifically agreed that any protective equipment required by an officer for the performance of his/her duty shall be supplied by the City. Any requirements for a new original issue or item of clothing or equipment prescribed by the Department shall be furnished to the members of the Department at the City's expense. This, however, shall not include items of clothing or equipment used by the members of the Department at their own request.

Eliminate ARTICLE XXIII Section 3 - Hazardous Duty Pay

Eliminate ARTICLE XXXVII - Shooting and Legal Update Allowance

Amend ARTICLE XXIX - Educational Incentive by the following:

The payments as described in paragraph B above shall be made in one annual payment, during November of each fiscal year.

Approved as to legality:

William D. Cox, Jr., City Solicitor

PLACED ON FILE for at least 10 days

Attest:

City Clerk

IN CITY COUNCIL: May 3 2011

PASSED

Attest:

City Clerk

APPROVED:

Mayor

cc: CITY CLERK, GENERAL CODE, AUDITORS, HR, POLICE



DOCUMENT 12-H

9.2

**CITY OF HAVERHILL**

In Municipal Council March 4 2014

~~ORDERED~~

Chapter 240

**An Ordinance Relating to Parking  
(17 Arch Avenue—Delete Handicap Parking)**

BE IT ORDAINED by the City Council of the City of Haverhill that Article XIII, Section 240-85 Schedule B: Parking Restrictions and Prohibitions of the Haverhill City Code, as amended be further amended, by deleting the following:

LOCATION	REGULATION	HOURS/DAYS
<b>17 Arch Avenue</b>		
In front of No. 17 Arch Avenue except for 1-24 hour handicap parking space at No. 17	No Parking	24 Hours

APPROVED as to legality:

\_\_\_\_\_  
William D. Cox, Jr.  
City Solicitor

PLACED ON FILE for at least 10 days  
Attest:

\_\_\_\_\_  
City Clerk

Name of Street Location	Regulation	Hours/Days
Altamont Street [Added 10-7-1997 by Doc. 52-0; repealed 6-24-2008 by Doc. 20-E]		
Amesbury Line Road [Added 10-22-1996 by Doc. 18-O]		
Both sides from its intersection with I-495 to its intersection with Old Amesbury Line Road	No parking	7:30 a.m. to 4:00 p.m., Mon. through Fri.; anytime, Nov. 1 through April 1
Angle Street [Added 10-31-2000 by Doc. 18-S]		
In front of 2 Angle Street, space to be located along Broad Street in front of 2 Angle Street (corner of Broad Street and Angle Street), except for 1 24-hour handicapped parking space at No. 2	No parking	24 hours
In front of 24 Angle Street, except for 1 24-hour handicapped parking space at No. 24. [Added 4-3-2001 by Doc. 49-C]	No parking	24 hours
Apple Street [Added 8-22-2006 by Doc. 29-T]		
Apple Street on both sides and along the left side of 87 Hilldale for 72 feet	No parking	From November 15 to March 15, and on the even side only from March 15 to November 15
Arch Avenue [Added 10-10-2000 by Doc. 18-Q]		
* In front of 17 Arch Avenue [Added 3-11-2008 by Doc. 20-C]	No parking	24 hours
23 Arch Avenue [Repealed 7-10-2007 by Doc. 14-O]		
In front of 30 Arch Avenue, except for 1 24-hour handicapped parking space at No. 30 [Added 10-31-2000 by Doc. 18-T]	No parking	24 hours
35 Arch Avenue [Added 8-14-2007 by Doc. 14-R; repealed 1-8-2013 by Doc. 21-N/2012]		
Arch Place [Added 3-2-1999 by Doc. 24-F]		
Behind 52 High Street (rear), except for 1 24-hour handicapped parking space	No parking	24 hours
Arch Street [Added 12-19-1989 by Doc. 9-T]		
In front of No. 7 [Amended 9-25-1990 by Doc. 34-N]	—	—

**CITY COUNCIL**

JOHN A. MICHITSON  
PRESIDENT  
ROBERT H. SCATAMACCHIA  
VICE PRESIDENT  
MELINDA E. BARRETT  
WILLIAM J. MACEK  
WILLIAM H. RYAN  
THOMAS J. SULLIVAN  
MARY ELLEN DALY O'BRIEN  
MICHAEL S. MCGONAGLE  
COLIN F. LEPAGE



**CITY OF HAVERHILL**  
HAVERHILL, MASSACHUSETTS 01830-5843

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4 SUMMER STREET  
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FACSIMILE: 978 374-2329  
www.ci.haverhill.ma.us  
citycndl@cityofhaverhill.com

February 26, 2014

TO: Mr. William Pillsbury, Jr.  
Planning Director and Grants Coordinator

RE: **Delete Handicap Ordinance – 17 Arch Avenue**

Dear Mr. Pillsbury:

At the City Council meeting held on February 25, 2014 the following item was placed on the agenda by Councillor McGonagle:

- Doc. #9-H - Request for removal of a handicap parking space at 17 Arch Avenue

The Council would appreciate it if you would prepare the necessary ordinance and place it on the next Council agenda. Thank you for your assistance.

Sincerely,

John A. Michitson, President  
Haverhill City Council

JAS/bsa

encl.

c: Mayor James J. Fiorentini  
City Councillors  
Police Officer Edward Watson



# Haverhill

Economic Development and Planning  
Phone: 978-374-2330 Fax: 978-374-2315  
wpillsbury@cityofhaverhill.com

February 26, 2014

John A. Michitson, Council President  
& City Council Members  
City Hall—Room 204  
City of Haverhill

**RE: REQUEST TO DELETE THE HANDICAP PARKING SPACE  
AT 17 Arch Avenue**

Dear Council President Hart & Councilors:

As per your request dated 2/26/14 and the request dated 2/11/14 from Councilor Michael McGonagle I am submitting a Municipal Ordinance amending a previously approved ordinance, which will delete a handicap parking space at 17 Arch Avenue.

Sincerely,

William Pillsbury, Jr.  
Economic Development  
& Planning Director

WP/lw



**CITY COUNCIL**

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PRESIDENT  
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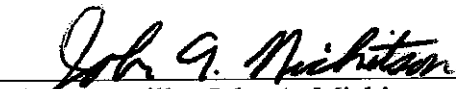
**CITY OF HAVERHILL**  
**HAVERHILL, MASSACHUSETTS 01830-5843**

March 14, 2014

10.2.1

TO: Members of the City Council

Councillor President John A. Michitson wishes to discuss violent crime in Haverhill.

  
City Councillor John A. Michitson

**CITY COUNCIL**

JOHN A. MICHITSON

*PRESIDENT*

ROBERT H. SCATAMACCHIA

*VICE PRESIDENT*

MELINDA E. BARRETT

WILLIAM J. MACEK

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March 13, 2014

10.2.2

TO: Mr. President and Members of the City Council

Councillor Mary Ellen Daly O'Brien would like to discuss the Winnekenni Park forest thinning project.

  
City Councillor Mary Ellen Daly O'Brien

**CITY COUNCIL**

JOHN A. MICHITSON  
*PRESIDENT*  
ROBERT H. SCATAMACCHIA  
*VICE PRESIDENT*  
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**CITY OF HAVERHILL**  
**HAVERHILL, MASSACHUSETTS**

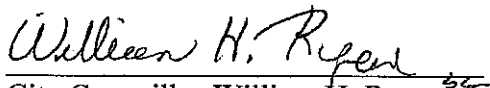
10.2.2

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[citycnd@cityofhaverhill.com](mailto:citycnd@cityofhaverhill.com)

March 14, 2014

TO: Mr. President and Members of the City Council

Councillor William H. Ryan requests a discussion regarding the Route 110 rest area that was re-opened last year.

  
City Councillor William H. Ryan

**CITY COUNCIL**

JOHN A. MICHITSON  
 PRESIDENT  
 ROBERT H. SCATAMACCHIA  
 VICE PRESIDENT  
 MELINDA E. BARRETT  
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**CITY OF HAVERHILL**  
 HAVERHILL, MASSACHUSETTS 01830

12.1.1

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**DOCUMENTS REFERRED TO COMMITTEE STUDY**

4	Communication from Councillor Macek requesting a discussion regarding the proposed Monument Square traffic divider/island.	Planning & Dev.	1/3/12
9-T	Communication from Councillor Sullivan requesting a discussion regarding a comprehensive improvement and restoration plan for Winnekenni Park & Plug Pond Recreation area	NRPP	3/26/13
83	Petition from Lap Nguyen requesting to purchase City property; a dead-end section of Worcester St., Map 534, Block 16, Lot 29	NRPP	8/6/13
51-B	Order: That the City Council of the City of Haverhill accept the provisions of Ch. 188, Section 19, of the Acts of 2010 which would increase the cost of living adjustment base of \$1,000 increments each for FY14, FY15, FY16 such that any cost of living adjustment granted by the Haverhill Retirement Board will be based upon \$13,000 for FY14, \$14,000 for FY15 and \$15,000 for FY16	Administration & Finance	9/10/13
57-S	Communication from Councillor Daly O'Brien wishing to introduce Dave LaBrode to discuss public signage	NRPP	9/10/13
57-Z	Communication from Councillor Sullivan requesting to discuss parking ordinances on Hillside Place and Hillside Street. (Public parking lot, Map 516, Bl. 303, Lot 4A, referred to NRPP)	NRPP	10/8/13
102	Communication from Councillor Macek requesting to discuss the Taxicab and Buses Ordinance	Administration & Finance	10/15/13
102-H	Communication from Councillor Macek requesting to propose the establishment of an Adult and Senior Fitness Park	NRPP	10/29/13
*84	Ordinance re: Zoning, Amend City Code, Ch. 255, Table of Use & Parking Regulations Page 8; to allow Medical Marijuana Dispensary/Treatment centers to be located only in our business parks	Planning & Dev.	11/19/13
	Central Business District Parking Map and Ordinances	Administration & Finances	1/28/14
*84 & 84A/13	Ordinance re: Zoning, Amend City Code, Ch. 255, Table of Use & Parking Regulations Page 8; to allow Medical Marijuana Dispensary/Treatment centers to be located only in our business parks	Transferred to Administration & Finance	2/11/14